MINUTES

KEIZER PLANNING COMMISSION
KEIZER CITY HALL - LIBRARY
WEDNESDAY, JULY 10, 1996

1. CALL TO ORDER

The meeting was called to order by Chairman Matiskainen at 7:02 p.m.

2. ROLL CALL

The following members were present: Marty Matiskainen, Manny Martinez, Dick Inman, Bill Wolf, June Abbott, and Bill Pearl.

Also present were: City Attorney Shannon Johnson, Community Development Director John Morgan, and Recording Secretary Nona Oxe'.

3. APPROVAL OF MINUTES

<u>It was moved by Mr. Matiskainen that the minutes of June 12, 1996 be approved. The motion was seconded by Mr. Martinez and carried, all present voting aye except Ms. Abbott and Mr. Pearl who abstained from voting inasmuch as they were not present at that meeting.</u>

4. APPEARANCE OF INTERESTED CITIZENS

No one came forward to present any issues to the Commission.

5. PROJECT UPDATES

Development Activity

Mr. Morgan reported that no major new projects are breaking ground at this time. Two large River Road projects, significant in square footage and in scope commercially, are in the works, but Mr. Morgan was not at liberty reveal names. He noted that both are new construction, and nice businesses.

Mr. Morgan reported that a zone change is pending for a mixed-use project on southwest corner of Staats Lake. The applicant, Reimann Associates, has applied for building permits for a project which will include higher-end housing and offices. Mr. Morgan noted that a conditional use application has also been submitted for the master plan for entire site, to complete the requirements of the activity center planning process.

Mr. Morgan noted that considerable activity is taking place in front of McNary Estates near the Courthouse Athletic Club. Four new office buildings are planned--one now open, and three across the creek to the north under construction.

As a side note, Mr. Morgan reported that the Chamber of Commerce Community Survey preliminary results were released at noon today. He distributed copies of the results of seven of the questions relative to economic development in Keizer. He briefly reviewed the response percentages, and explained how the Chamber Board would be using the results to guide themselves in their role as to economic development. He did not yet have the results for another eight or nine questions, but would make sure all Commission members received copies of the final results.

Ms. Abbott recognized the questions as being ones she had responded to by phone. She felt that the pollster questioning her seem biased with regard to her responses. Mr. Morgan noted that the survey was conducted by independent, professional pollsters, and there was no reason for bias. He suggested that Ms. Abbott let Sam Goesch of the Chamber of Commerce know.

Mr. Morgan responded to inquiries about the questions asked in the survey, and its use by the Chamber. He noted that the language is exactly the same as used in a prior survey.

Willow Lake Study Implementation Strategy

Mr. Morgan reported that he and Mr. Johnson will meet with the staff of LCDC next Monday. Talk will center around the latest strategy to swap land outside the Urban Growth Boundary for land now inside the boundary. He emphasized that the proposal is by no means a solid one, but one to be considered.

River Road Design Plan

Mr. Morgan noted that there is currently no activity due to the lack of staff time.

Cherry Avenue Design Plan

Mr. Morgan reported that the Cherry Avenue Design Plan is drafted. He will see that members receive copies. R3B received copies at their last meeting, and will be working on the Plan at their July meeting. They will be working towards finalizing it over the next two months. It will come to the Planning Commission for formal public hearing prior to going to the City Council.

Chemawa Activity Center

Mr. Morgan distributed copies of a draft staff report he will finalizing for submittal to the City Council at the July 15 continued public hearing. The IBP zone will be added to the report after tonight's discussion. He noted that the report presents a thorough analysis, topic by topic, in the context of "what's in the public interest." Mr. Morgan noted that until now staff had not taken a position on the Planning Commission's proposal to limit commercial to 15 acres within the activity center. The Chamber of Commerce and R3B have endorsed the Planning Commission 's recommendation. In the staff report, staff takes a position and recommends that Council endorse the Planning Commission recommendation. Mr. Morgan briefly reviewed the information presented in the report.

Mr. Morgan reaffirmed for Mr. Martinez that infrastructure financing is not dealt with in the Plan. He emphasized that from the start, the process has been to adopt a Plan and then figure out how to pay for the infrastructure. He recalled Council's goal to make the financing decision by December of this year. Mr. Morgan answered questions about off-site infrastructure participation. He again reviewed possible funding sources. Mr. Johnson stressed the importance of hiring an economic consulting firm to develop a plan for infrastructure financing.

Mr. Morgan suggested that all the Commissioners attend the Monday night continued public hearing and participate in the discussion. He confirmed that the property owners would receive a copy of the staff report prior to the meeting.

6. DISCUSSION

6.1 Development Code

Mr. Morgan stated that he hoped to have the entire development code document completed for Planning Commission review by September.

IBP ZONE

Mr. Morgan presented the draft text for the IBP zone. He acknowledged that the text was taken from the City of Salem's code. The final draft will be codified to reflect Keizer's code numbering system.

The Commission discussed where the IBP zone would be applied in the Chemawa Activity Center. Mr. Wolf pointed out that the zone was intended for all of Keizer, and would have application along Cherry Avenue. He noted that additional standards could be applied for the Chemawa Activity Center.

Throughout the course of the review and discussion, Mr. Morgan made note of suggested changes, additions and deletions to the draft. Changes were suggested under Permitted

Uses, Special Uses, Flexible Space Uses, Location Standards, Lot Area and Dimensions, Open Storage, Landscaping, and Jurisdiction: Development Review.

Mr. Martinez felt that two categories of uses, Miscellaneous Manufacturing Industries and Miscellaneous Services, needed clarification as to what they encompassed. Mr. Johnson suggested looking at the SIC (Standard Industrial Classification) for a reference, and possibly applying the SIC code to Keizer's code. Mr. Morgan indicated that he would research the SIC code during the Planning Commission recess.

The Commission recessed at 8:55 p.m. and reconvened at 9:08 p.m. Mr. Johnson did not return to the table.

Mr. Morgan read from the SIC Code the uses under Miscellaneous Manufacturing Industries and Miscellaneous Services. There were no objections to retaining the classifications in the draft.

> <u>It was moved by Mr. Wolf to endorse the draft IBP zone with the specified revisions, and to forward it to the City Council with a recommendation for its approval. The motion was seconded by Mr. Martinez and carried, all present voting aye.</u>

CM ZONE

Due to the late hour and the potential for another very lengthy discussion, Mr. Matiskainen recommended holding over the draft CM zone until another meeting.

Mr. Morgan did not object to holding over discussion on the CM zone. He, however, called attention to a related issue--the prohibition on automotive-related uses in the area around River Road/Chemawa Road. He noted that the emergency ordinance prohibiting such uses sunsets on August 31. He suggested that the Commission consider two possible choices with regard to the ordinance and then make a recommendation to the City Council. One choice would be to allow the ordinance to sunset knowing that Council will soon be adopting a new zone which may or may not include the provisions. The risk would be that in the interim two to four months someone could propose such a use. A second choice would be to extend the ordinance for another period of time.

Mr. Morgan responded to questions about the existing emergency ordinance. He noted that the ordinance was used once with a potential purchaser of the UNOCAL property who had plans for a gas station. When advised of the ordinance they revoked their offer.

Mr. Matiskainen noted that demands had been put on staff to complete other projects delaying work on the development code. In light of the heavy staff workload, he felt that it would not be unreasonable to recommend another extension of the emergency ordinance through the end of the year.

Mr. Wolf recalled Council's reluctance to extend the ordinance when it was last considered. He stated that he would like to see Council adopt the CM zone as it is drafted rather than extend the emergency ordinance. He noted that the zone could be amended later if necessary.

Mr. Morgan acknowledged that if the CM zone were to be adopted as part of the complete development code package, it would require four or more months. He conceded that the CM zone could be separated out and considered independently. However, he had concerns that it would be difficult for Council to adopt the zone before the end of August, and felt that it would still be necessary to extend the sunset on the emergency ordinance.

After discussion, it was agreed that Mr. Morgan would place the emergency ordinance on the Planning Commission agenda for the August meeting to formally deal with it along with a final draft CM zone. A hearing before the City Council will be set for their second meeting in August.

7. ANNOUNCEMENTS AND AGENDA INPUT

7.1 City Council - continued public hearing on the Chemawa Activity Center Plan - Monday, July 15, 1996 - 7:00 PM

7.2 Regular Meeting: August 14, 1996 - 7:00 PM

Mr. Morgan announced that the Oregon Planning Institute Conference will be held the first week in October. He noted that the City will pick up the cost for Planning Commissioners to attend.

8. ADJOURN

The meeting was adjourned by Chairman Matiskainen at 9:25 p.m.